



COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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IN REPLY PLEASE

REFER TO FILE: **PM-3**

February 3, 2005

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**H. CLAUDE HUDSON COMPREHENSIVE HEALTH CENTER
HAZARD MITIGATION PROJECT
CATEGORICAL EXEMPTION
ADOPT, ADVERTISE, AND AWARD
SPECS. 6638; LACO Y338; C.P. 86514
SUPERVISORIAL DISTRICT 1
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER THAT
YOUR BOARD:**

1. Find that the H. Claude Hudson Comprehensive Health Center Hazard Mitigation project is categorically exempt under the California Environmental Quality Act as specified in Appendix G, Class 1, Subsection (d) of the Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987.
2. Authorize the Acting Director of Public Works to deliver the project.
3. Adopt plans and specifications for the construction of H. Claude Hudson Comprehensive Health Center Hazard Mitigation project at an estimated construction cost of \$1,889,450, and instruct the Executive Officer to advertise for bids to be received and opened on March 15, 2005, in accordance with the "Instruction Sheet for Publishing Legal Advertisements" (Enclosure B).

4. Delegate to the Acting Director of Public Works the authority to determine, in accordance with the applicable contract and bid specifications, whether the apparent lowest responsible bidder has timely prepared a satisfactory baseline construction schedule and satisfied all conditions for contract award, including the criteria adopted by your Board for contract award, and authorize the Acting Director to award and execute the construction contract, in the form previously approved by County Counsel, to the lowest responsible bidder and establish the effective date of the contract upon receipt by the Acting Director of acceptable Performance and Payment Bonds and evidence of required contractor insurance.
5. Authorize the Acting Director of Public Works to execute a consultant services agreement with the apparent lowest responsible bidder to prepare a baseline construction schedule for a not to exceed fee of \$3,000 funded by existing project funds and establish the effective date following determination by the Acting Director of the apparent lowest responsible bidder.
6. Authorize awarding a construction contract to be financed from Capital Projects Budget, C.P. 86514, to the apparent lowest responsible bidder meeting the criteria adopted by your Board, subject to the satisfactory and timely completion of a baseline construction schedule for the project by the bidder and receipt by the County of acceptable Performance and Payment Bonds and evidence of required contractor insurance.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approving the recommended actions will authorize the Acting Director of Public Works to initiate the bidding process for constructing improvements to the H. Claude Hudson Comprehensive Health Center Hazard Mitigation project and enable the award and execution of a construction contract.

The improvements to the Hudson Health Center are primarily funded through a FEMA grant of \$2,178,750. In order to maximize the improvements constructed under this grant, the bid package includes a base scope of work, additive alternates, and various unit price quantities. Inclusion of procurement options increased the design process by one month. To meet the grant deadline of December 31, 2005, and complete the improvements, we are recommending the use of the adopt, advertise, and award process.

Following the January 17, 1994, Northridge Earthquake, the Department of Health Services applied for hazard mitigation grants through FEMA's Hazard Mitigation Grant program in an effort to provide the County with seismically improved health care facilities. Under this program, the Hudson Health Center was one of the facilities selected for seismic upgrades to mitigate potential damage in future earthquakes. The County's application for a hazard mitigation grant was approved by FEMA and on August 3, 2004, your Board authorized Randall-Baylon Architects to perform design and construction administration services for the project.

The Hudson Health Center is located at 2829 South Grand Avenue, Los Angeles. It is a 90,000-square-foot, two-story reinforced concrete building that was originally constructed in 1976. The hazard mitigation scope consists of seismic bracing of nonbearing partition walls; mechanical, electrical, and sprinkler components; fixed cabinetry and shelving; equipment racks; and specialty equipment. In addition, Americans with Disabilities Act compliance work applicable to the project scope will be performed.

The proposed agreement with the apparent lowest responsible bidder to prepare a baseline construction schedule that conforms to the County's schedule specification is critical to successfully manage construction activities by both the contractor and the County, and responsible contractor must be able to produce such a construction schedule. Bid specifications provide that if the apparent lowest bidder fails to complete an acceptable schedule, the Acting Director may return to your Board to recommend that the bidder be determined nonresponsible and recommend awarding the construction contract to the next lowest bidder, contingent on that bidder completing a baseline schedule which conforms to the County's specifications.

Implementation of Strategic Plan Goals

These actions meet the County's Strategic Plan Goals of Service Excellence and Fiscal Responsibility as these actions will provide improved facilities to serve the community's demands and increase the County's investment in public health and infrastructure.

FISCAL IMPACT/FINANCING

Public Works' fair construction cost estimate for the base construction contract is \$1,589,450, without contingency. This does not include \$300,000 estimated for alternates. Bid alternates for ceiling bracing, equipment bracing, and various ADA improvements have been included and, depending on the bids received, one or more of

the alternates may be exercised. In no event will a contract be awarded that increases the construction cost over the maximum estimated construction cost of \$1,889,450 without returning to your Board for approval.

The total project cost estimate is \$2,904,667. The Project Schedule and Budget Summary are included in Enclosure A.

Sufficient appropriation has been identified in Capital Projects Budget, C.P. 86514, in the Fiscal Year 2004-05 Budget to fund the construction contract award.

Operational Financing

The project scope is limited to strengthening existing building elements and related ADA improvements. The facility square footage, operational uses, and ongoing operational costs remain unchanged.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the contract.

The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the contract if it is found that the contractor offered or gave improper consideration to County employees.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for contract award, bidders will be required to attest their willingness to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135, the Safely Surrendered Baby Law, and that they may be eligible for Federal Earned Income Credit under Federal income tax laws.

Bidders will also be required to show full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

To ensure that the contract is awarded to a responsible contractor with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, their civil litigation history, and information regarding prior criminal convictions. The information reported will be considered before making a recommendation to award.

ENVIRONMENTAL DOCUMENTATION

The project is categorically exempt as specified in Appendix G, Class 1, Subsection (d), of the Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987, which allows for the alteration of existing public facilities involving negligible or no expansion of use beyond that previously existing at the facility. FEMA has determined the project qualifies as a categorical exclusion under the National Environmental Policy Act in accordance with Part 10 of Title 44 of the Code of Federal Regulations.

CONTRACTING PROCESS

Advertising for bids will be in accordance with the County's standard 00Instruction Sheet for Publishing Legal Advertisements00 (Enclosure B).

The State Labor Code requires contractors to pay prevailing wage rates to all persons employed on Public Works contracts.

As requested by your Board on February 3, 1998, this contract opportunity will be listed on the 00Doing Business with Us00 website.

Public Works has evaluated and determined that the Living Wage Program (County Code Chapter 2.201) does not apply to this construction contract as this contract is for non-Proposition A services.

Participation by Community Business Enterprises in the project is encouraged through Public Works' Capital Projects CBE Outreach Program and by monitoring the good faith efforts of bidders to use CBEs.

The Honorable Board of Supervisors
February 3, 2005
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IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no negative impact on current County services during the performance of the recommended services. The health center is currently operational, therefore, construction activities will be planned for the hours between 5 p.m. and 6 a.m. to limit construction impacts to Health Services.

CONCLUSION

Please return one adopted copy of this letter to the CAO (Capital Projects Division) and Public Works.

Respectfully submitted,

DONALD L. WOLFE
Acting Director of Public Works

DAVID E. JANSSEN
Chief Administrative Officer

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Enc. 2

cc: Auditor-Controller
County Counsel
Department of Health Services
Department of Public Social Services (GAIN/GROW Program)
Office of Affirmative Action Compliance

February 3, 2005

ENCLOSURE A

**H. CLAUDE HUDSON COMPREHENSIVE HEALTH CENTER
HAZARD MITIGATION PROJECT
CATEGORICAL EXEMPTION
ADOPT, ADVERTISE, AND AWARD
SPECS. 6638; LACO Y338; C.P. 86514**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date	Revised Completion Date
Design		
Contract Execution	08/09/2004	08/09/2004*
Construction Document Submittal	11/19/2004	12/16/2004*
Jurisdictional Approval	01/25/2005	02/15/2005
Construction Bid and Award	05/10/2005	04/15/2005
Construction		
Start Construction	05/25/2005	04/20/2005
Substantial Completion	11/23/2005	11/23/2005
Acceptance	01/25/2006	01/25/2006

*Indicates completed activities.

II. PROJECT BUDGET SUMMARY

Budget Category	Project Budget
Land Acquisition	0
Construction	
(a) Construction	\$ 1,889,450
(b) Equipment	0
Subtotal	\$ 1,889,450
Change Orders at 15 percent	\$ 283,417
Subtotal	\$ 2,172,867
Equipment/Telecommunication Control	0
Plans and Specifications	\$ 205,000
Consultant Services	\$ 276,500
Miscellaneous Expenditures	\$ 9,500
Jurisdictional Reviews and Plan Check	\$ 10,000
County Services	\$ 230,800
TOTAL	\$ 2,904,667

February 3, 2004

ENCLOSURE B

**H. CLAUDE HUDSON COMPREHENSIVE HEALTH CENTER
HAZARD MITIGATION PROJECT
CATEGORICAL EXEMPTION
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PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper, or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, Eighth Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE
INVITING BIDS**

Notice is hereby given that the Acting Director of Public Works will receive sealed bids for furnishings, materials, labor, and equipment required to complete construction for the following work:

<u>SD</u>	<u>SPECS</u>	<u>PROJECT</u>	<u>BID DOC. FEE</u>	<u>DATE OF BID OPENING</u>
1	6638	H. Claude Hudson Comprehensive Health Center Hazard Mitigation Project	\$0	March 15, 2005

Copies of the project manual and drawings may be obtained at the Cashier's Office, Department of Public Works, Mezzanine Floor, 900 South Fremont Avenue, Alhambra, California 91803, for the fee stated above. For bid information, please call (626) 458-2563. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's Office before 2 p.m. on the date indicated. Bids will be publicly opened, examined, and declared by Public Works at 2:30 p.m. on this date in Conference Room C, First Floor, 900 South Fremont Avenue, Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess a B license classification at the time of award. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project.

PRE-BID CONFERENCE

The Public Works' Project Management Team will hold a mandatory pre-bid conference at 10 a.m. on March 1, 2005, at the project site, located at 2829 South Grand Avenue, Los Angeles, California 90007, to provide information on the project, bidding process, and answer any questions that the potential bidders may have. To be considered responsive to this invitation for bid, bidders must attend the mandatory pre-bid conference. Bids from bidders who do not attend the pre-bid conference will be rejected as nonresponsive. For further directions, please contact Kathleen Gandara with the Public Works' Project Management Team at (626) 458-2566.

OTHER INSTRUCTIONS

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code, to contract with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical errors and discrepancies in bids submitted in the public's interest.

Si necesita información en español, por favor llame al Telefono (626) 458-2563.



Upon 72 hours notice, Public Works can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 South Fremont Avenue), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7 a.m. to 5:30 p.m.



Con 72 horas de noticia, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 South Fremont Avenue), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE, o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del departamento al (626) 458-4081 o TDD (626) 282-7829, de lunes a jueves de las 7 a.m. a 5:30 p.m.

By order of the Board of Supervisors of the County of Los Angeles, State of California,
dated February 15, 2005.

Specs. 6638

VIOLET VARONA-LUKENS, EXECUTIVE OFFICER
OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES